

2 April 1985

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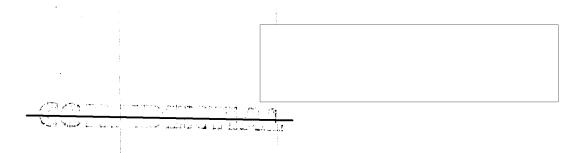
## Security Committee

Security Awareness and Education Subcommittee (SAES)

Meeting 21 March 1985

## PRESENT: 25X1 NSA NSA Mr. Jim Passarelli ARMY DIA 25X1 DIA Mr. Bob McMenamin TREASURY Ms. Denise Forti USSS SECOM 25X1 Ms. Pat Kiley NAVY Mr. John Miller DIS Mr. Ed Teets DOT Ms. Peg Fiehtner NAVY Lt. Corinne Blank USAF Lt. Ronald Gevry USAF CIA 25X1 Mr. Thomas Forgas FBI Mr. Bernard Lang FBI CIA 25X1 OLD BUSINESS: 25X1 began the meeting by announcing that a new SAES Chairman has not been selected to date. has requested nominations from the SECOM members and the new 25X1 Chairman will be selected by the April 1985 meeting. 25X1 reported that the Security Awareness Handbook: People and Products should be available by the April 1985 meeting. **NEW BUSINESS:**

1. Jim Passarelli reported on the progress of his task group, which met on 12 March 1985. Jim, Ed Teets, Bernie Lang, and John Miller prepared a memorandum regarding the 1985



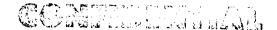


Security Educator's Seminar and submitted a copy to The task force has visited and/or obtained information on	25 <b>X</b> 1
several potential sites for the 1985 Seminar. visited the FBI Academy in Quantico, Virginia and felt that Quantico would be an excellent site for the Seminar. Participants would be charged approximately \$8 - \$9 dollars daily for meals, and a nominal fee (if any) for lodging. Bernie Lang will submit a	25X1
formal inquiry to the FBI Academy requesting use of the facilities during October 1985. The Xerox Learning Center in Leesburg, Virginia would cost participants \$72.00 a day per diem for meals and lodging. Although the Xerox facilities are excellent, felt that the per diem cost might prevent	25X1
some potential participants from attending the Seminar.  also spoke with Mr. Lynn Satterfield, Security Officer for Westinghouse Corporation, who advised that Westinghouse facilities in either Annapolis or Baltimore might be available.	25 <b>X</b> 1
has tentatively scheduled the Seminar for either the week of 7 or 28 October 1985. He also reiterated the need to select and reserve Seminar facilities in the near future. The number of participants would be limited to 45 persons, exclusive of SAES members. Each Agency would be allowed to send three participants (total of 39), which would permit an additional six participants form Government groups which are not represented	25X1
on SECOM. also stressed that Subcommittee members should get involved in their respective Agencies selection process.	25X1
also suggested that the Seminar participants would benefit from having a security cleared contractor representative address the seminar on contractor perspectives of security	25 <b>X</b> 1
awareness, education and training. advised that any involvement by contractor representatives would need	25X1
approval from	25X1
2. Peg Fiehtner reported that her task group met and prepared a memorandum which recommended changes to DCI's Minimum Standards for Security Awareness Programs in the U.S. Intelligence Community. The task group revised the Minimum Standards to include both SCI and non-compartmented	
Intelligence. requested that Peg and her group prepare a final version of the revised Minimum Standards. will then forward the Minimum Standards along with a	25 <b>X</b> 1
memo for review.	25X1

3. Denise Forti reported that she has begun drafting a questionnaire to be sent to attendees at the November 1984 Security Education Seminar. Denise will present a working copy of the questionnaire to Subcommittee members during the April 1985 meeting.

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suggested	for the u	advised than authorized dask force shows production	lisclosure ould be ap	videotape. pointed whi	He .ch would	25)	<b>K</b> 1
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